



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, US ARMY ARMOR CENTER AND FORT KNOX  
197 6TH AVENUE, SUITE 229  
FORT KNOX, KENTUCKY 40121-5720

REPLY TO  
ATTENTION OF:

Expires 9 February 2008

IMSE-KNX-SO (385)

9 February 2006

MEMORANDUM FOR

Commanders, All Units Reporting Directly to This Headquarters  
Commanders, Fort Knox Partners in Excellence  
Directors and Chiefs, Staff Offices/Departments, This Headquarters

SUBJECT: Fort Knox Policy Memo No. 12-06 – Fatality Review Board (FRB)

1. Reference. Memorandum, TRADOC, ATCS-S, 23 December 2003, subject: Fatal Accident Notification Fatality Review Board.
2. This memorandum establishes an FRB that will meet to review accidental deaths of all Fort Knox Soldiers, both on- and off-duty, and on-duty DA civilians. The FRB will convene within 14 days of the accident to ensure investigations are conducted in a timely manner, identify causes or contributing factors, and determine corrective actions. As a minimum, the FRB will review the personal data on the victim and individuals involved; the pre-accident phase (chronological sequence of events which occurred 48 hours prior to the accident); the synopsis of the accident; the causative and contributing factors; maps, diagrams, and other documentation; risk assessment and risk management plans; assessment of the unit's safety and accident prevention programs and initiatives; and corrective actions and recommendations. Upon completion of the assessment, results of the FRB will be provided to the Commander, TRADOC. Simply put, the purpose of the FRB is to determine what happened and why it happened, how it could have been prevented, and how to prevent like/similar incidents in the future; inform the entire Fort Knox community; and establish/implement necessary policies and procedures across Fort Knox.
3. The FRB will be chaired by the Fort Knox Commanding General, or, in his absence, the Deputy Commanding General, Chief of Staff, or Garrison Commander. Membership of the FRB will be comprised of the following and supplemented as required:
  - a. The chain of command from first-line supervisor to brigade commander, or equivalent, of the unit experiencing the fatality.
  - b. The Director, Installation Safety.
  - c. The Commander, MEDDAC.


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d. The Provost Marshal.

e. In addition to the above members, all colonel-level commanders and directors from across the installation will attend the FRB.

4. Lessons learned will be compiled by the Director, Installation Safety, and provided to Fort Knox units and organizations.



ROBERT M. WILLIAMS  
Major General, USA  
Commanding

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